

Vermont State Hospital
Curriculum Committee
Meeting Minutes
01/14/2008

Attendance: L. Matteson, D. Bogdan, B. Wetmore, K. Plummer, D. Mitchell

Discussion

- 1) Electronic Event Reporting System Training
 - focused training for Nurse Managers takes place 1/15/08
 - Training for RNs and LPNs runs 1/16 through 1/24
 - Staff will begin entering event reports for medication-related events beginning 1/28/08
- 2) Update on Vera Hanks School of Psychiatric Technology
 - Anatomy and Physiology course (for those Psych Techs who completed the Psych Nursing class) begins the week of 2/11.
 - Fundamentals of Psychiatric Patient Care class begins week of 2/11
 - Course outlines and sign-up sheet on bulletin board outside Education Coordinators office; 20 slots reserved by prospective students as of 1/14.
 - Process has been established for Psych Techs to “challenge” courses to get full or partial credit based upon courses they have take elsewhere
- 3) Group Skills Training
 - 17 staff trained in groups skills on 12/19 (see course outline and materials)
 - Patrick Kinner and designees will follow up observing staff conducting groups to complete validation
- 4) Clinical Supervision for GNs and RNs without Psych Experience
 - L. Matteson meeting with new nurses to provide mentoring and focused training
 - Topics identified in initial meeting include administration of Emergency Involuntary Medication; phlebotomy and related issues; terminology for documentation
 - Group will meet approximately every two week going forward as long as needed
 - Content of discussion will be driven by participants

Tentative agenda items for next meeting:

- Vera Hanks update
- Annual Refreshers
- Nursing Documentation

Next meeting: April 14, 2008 at 1000 hrs. in the Nursing Classroom